

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Minorities Welfare Department - Right to Information Act 2005 (Central Act No.22 of 2005) - Publication of Information under Section 4 (1) (b) of the Right to Information Act, 2005 - Revised Information - Published - Orders -issued.

MINORITIES WELFARE (V&C) DEPARTMENT

G.O. Ms. No.276

**Dated:12-11-2010
Read the following:-**

1. The Right to Information Act, 2005, (Act No.22 of 2005 Central Act) Published in Gazette of India (Extraordinary) vide Notification No.25, dated: 21-06-2005.
2. Circular Memo.No.85347/I&PR.II/A1/2005-6, GAD dated: 30-08-2005.
- 3) G.O.Ms.No.37,M.W (V&C) Department, dated 20-10-2005
- 4) U.O. Note. No. 38321/RTIA/GPM&AR/08-2, G.A. (GPM&AR) Dept., dated 20-11-2008.

O R D E R : -

Whereas Section 4 (1) (b) of the Right to Information Act 2005 (Central Act No.22 of 2005) casts an obligation on every Public Authority to publish the revised information on 17 items referred to therein in the said section.

2. In compliance to the above statutory obligation, and in pursuance of the orders issued in the reference 4th read above, and in continuation of the orders issued in the reference 3rd read above the revised information in respect of Minorities Welfare Department is herewith published as noted in the Annexure to this order.
3. Copy of this order is available on Internet and can be accessed at address <http://www.ap.gov.in/goir>.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**LINGARAJ PANIGRAHI
PRL.SECRETARY TO GOVERNMENT**

To

All Junior/Senior Officers in M.W. Dept.,
All HODs under the Administrative Control M.W. Dept.,

The GA (GPM & AR) Department

Copy to:

All Sections in the Department
All Departments of Secretariat
All Collectors & Dist Magistrates.
P.S to Secy, APIC, HACA Bhawan, Nampally, Hyd.

// FORWARDED:: BY ORDER//

SECTION OFFICER

Chapter 1

Introduction

The Right to Information Bill 2005 was passed by the Houses of Parliament received the assent of the President of India on 15-6-2005 and it was published as Right to Information Act 2005 in the Gazette of India vide No.25 on 21-6-2005 and it has come in to force with effect from 15-6-2005.

As per the Act, each public authority has to fulfill certain obligations before expiry of 100/120 days from the commencement of Act i.e. by 23-9-2005 / 12-10-2005

Section 4 (1) (a) of the Act Casts an obligation on each public authority to maintain records. This Section reads as follows:

“ Maintain all its records duly catalogued and indexed in manner and the form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerized are, within a reasonable time and subject to availability of resources, computerized and connected through a network all over the country on different systems so that access to such records is facilitated”

Section 4 (1) (b) of the Act Castes an obligation on each public authority to publish within expiry of 120 days from the commencement of the Act, manuals on the 17 items contained in Chapters 2 to 17 herein for easy access and understanding by Citizens, Civil Society Organizations, Public representatives, Officers and Employees of public authorities including Public Information officers and Asst. Public Information Officer and Appellate Officers etc.

CHAPTER – 2

Organization, Functions and Duties

{Section 4(1)(b)(i)}

Right to Information Act

The name of the organization is Minorities Welfare Department functioning at Secretariat, A.P., Hyderabad. The functions and duties of the department are mentioned as hereunder.

Primarily to focus attention on the Welfare and Development of Minorities a separate and an independent department called “ Minorities Welfare Department was constituted at the Secretariat level during November, 1993.

The main objective of the Minorities Welfare Department are educational advancement, economic development and implementation of various ongoing schemes programmes.

The set objectives are being attended to by the department through the following wings:

1. The Secretary, APSMC,Hyd.
2. The MD,A.P.State Minorities Finance Corporation Limited, Hyderabad
3. The MD, A.P.Christian Finance Corporation Limited, Hyderabad
4. The C.E.O., AP State Wakf Board, Hyderabad.
5. The Director, Urdu Academy, AP, Hyderabad.
6. The Executive Officer, AP Haj Committee, Hyderabad.
7. The Director,CEDM,Hyderabad.
8. The Director, Dairatul-Maarif-il-Osmania,Osmania University, Hyd.
9. The Commissioner of M.W., Hyd.
10. The Survey Commr. of Wakfs, Hyd.
11. The Presiding Officer, AP Wakf Tribunal, Hyd.

1. A.P.State Minorities Commission: The A.P.State Minorities Commission was established during 1979 in order to ensure that the minorities are not discriminated. The Government have accorded statutory status to the A.P.State Minorities Commission.

2. A.P. State Minorities Finance Corporation Limited: The Andhra Pradesh State Minorities Finance Corporation Limited was incorporated under the Companies Act, 1956 in the year 1985 to assist the weaker sections of Minorities viz; Muslims, Christians, Sikhs, Buddhists and Parsis for their socio-economic development by providing margin money loans and Direct loans with the assistance of Govt. of A.P. and N.M.D.F.C for setting up of businesses, Industrial, Service, Agricultural and allied viable activities and Grant-in-Aid for Welfare Scheme.

3) AP.Christian Minorities Finance Corporation Limited.:The Andhra Pradesh State Christian (Minorities) Finance Corporation was formed in 13th November 2008 and started functioning from 1st March 2009 from its Office located at Khairatabad, Hyderabad. The Schemes of the Corporation are implemented by the District Minorities Welfare Officer (DMWOs) and Executive Directors (ED's) at District Level. The Corporation is incorporated under Section 25 of Indian Companies Act 1956.

4. A.P.State Wakf Board, Hyderabad: 1) Wakf Board Established in the State in 1955

2) Powers and Functions of the Board ,i.e, General Superintendence of all Wakfs.

ii. To ensure that the Wakf institutions are properly maintained, controlled and administered, the income thereof is duly applied to the objects and for the purposes for which such Wakfs were created or intended. iii. To maintain a record containing information relating to the origin, income, object and beneficiaries of every Wakf iv. o give directions for the administration of Wakfs. v. To settle schemes of management for a Wakf vi. To Direct the utilization of the surplus income of the Wakf consistent with the objects of a Wakf. vii. To scrutinize and approve the budgets submitted by muthawallies and to arrange for the auditing of account of Wakfs. viii. To appoint and remove muthawallies in accordance with the provisions of this Act. ix. To take measures for the recovery of lost properties of any Wakf.

5) Urdu Academy, Andhra Pradesh, Hyderabad: The functions of A P Urdu Academy are specified in the memorandum of association of the constitution of Urdu Academy, registered under the Andhra Pradesh (Telangana Area) Public societies Registration Act, 1350 Fasli (Act I of 1350 Fasli).

The objectives of the academy are

- i. To preserve, foster and develop the Urdu Language and its literature.
- ii. To work for promotion, development dissemination and advancement of Urdu Language and literature.
- iii. Infrastructural facilities to Urdu Schools
- iv. Urdu open Schools
- v. Vocation Training in computer Programming in Urdu Package
- vi. General awareness among Minorities about Plan Schemes of Minority Welfare Department

6) The A.P. Haj Committee, Hyderabad: To perform religious duties, thousands of Muslims of the State proceed to Saudi Arabia in order to perform Haj. Haj Committee constituted by A.P. Government has been providing all the required facilities to Hajis. Haj Committee also sends every Year a team of Khadimul Hajjaj to Saudi Arabia during the Haj season to serve the Haj pilgrims at the ratio of 1:500, from the time of starting till the completion and return of Haj pilgrims.

7) Centre for Educational Development of Minorities : Free special coaching is given by Centre for Educational Development of Minorities to school going children and youth – It also provides free workbooks, question banks and test papers to Urdu medium coaching and non-coaching students in all districts. Foundation Course for various competitive examinations is organized. Provides free coaching to job seeking competitive examinations – UPSC Civil Services, APPSC Group I, II, II & IV examinations. APPSC Lecturers and Jr. Lecturers examinations APPSC Jr. Civil Judges' Written Test, NET, BSRB, SSC, DSC and Police Sub-Inspectors examinations. Stipend is given to outstanding candidates.

8) **Dairatul-Maarif-il-Osmania,Osmania University:** It is working under the control of Osmania University. It undertakes the works relating to acquiring printing and preserving old Precious rare oriental classic manuscripts, in Urdu and also undertakes the printing of such manuscripts.

9) Commissionerate of Minorities Welfare : The Commissionerate of Minorities Welfare was established during the year 1997 for implementation of various Govt. schemes. Secretary/Prl.Secy. of Minorities Welfare Dept. will be the Ex-Officio Commissioner.12 District Minorities Welfare Officers were established where Minority population is substantially high. Their main function is to implement various schemes for the Minorities and to ensure proper utilization of funds being spent by the Govt. for the welfare of Minorities.

10) Survey Commissioner of Wakfs: The Commissioner of Wakf post is a Statutory post. It is under the repealed Act of 1954 and the new Act, 1995 (of the Wakf Act). In A.P. State 1st Survey of Wakf properties was done way back between 1960 – 70. As per Wakf Act, 1995 2nd Survey of Wakf properties was ordered between 2002-03. The 2nd Survey work is at final stage.

11) AP Wakf Tribunal: Under Section 83(1) of the Wakf Act, 1995, the State Govt. has constituted the AP Wakf Tribunal at Hyd. having jurisdiction of the whole state of AP w.e.f.2.7.1997 for the determination of any dispute, question or other matter relating to a Wakf or Wakf Properties

CHAPTER 3

Powers and Duties of Officers and Employees

{Section 4(1)(b)(ii)}

(ii) The powers and duties of officers and employees

1. Secretary / Principal Secretary to Government: He is the official head of the department. He is responsible for the careful observance of the Business Rules and Secretariat instructions in the transaction of business in the department. He exercises general supervision and control over the staff under him and is responsible to see that the members of the staff under him discharge the work allotted to them efficiently and expeditiously.
2. Deputy / Joint Secretary to Government. The duties of the officer are identical with those of the Secretary to Government in regard to the sections placed under his control
3. Assistant Secretary to Government: He exercises control over the Sections placed in his charge both in regard to dispatch of Business, and in regard to efficient administration. He is general in charge of office matters and procedure as a whole. He deals with contingent expenditure, drawal of pay bills etc., and controls the Last Grade employees.
4. Section Officer: He is in charge of a Section in the department. He is responsible for all files relating to the subject allotted to the Asst. Sections Officers under him. He is directly responsible to the officers under whom he works for the efficient and expeditious dispatch of business at all stages.
5. Asst. Section Officer: His main duties are to draft and reference the communications properly and deal with the cases relating to his seat in the section efficiently and expeditiously. He maintains Personal Registers, Reminder dairy, Call Books, Periodicals and other relevant registers.

CHAPTER 4

Procedure Followed in Decision-making Process

{Section 4(1)(b)(iii)}

The procedure being followed by the department is as follows:

Any representation on paper received in the department is numbered as entered in Personal Register of concerned Asst. Section officer dealing with the subject who in turn submits the file to Section Officer. After his examination file is put up to Asst. Secretary. Who in turn puts up Dy.Secretary / to joint Secretary and finally to the Secretary/ Principal Secretary.

In regard to Service matters, the department consults General Administration (Services) Department.

In regard to Legal matters and the matters requires interpretation of law, the Law Department is being consulted.

In regard to matters having financial implications, the Finance Department is being consulted.

CHAPTER 5

Norms set for Discharge of Functions

{Section 4 (1)(b)(iv)}

The norms / standards set by the department for the discharge of its functions / delivery of services were already issued by way of formulation of citizen charter and the contents therein are as follows:-

1. The Service delivery time frame for the services rendered by the department are given below:

- i. Citizen related
 - a) Routine matters:

Forwarding applications of bonafide N.G.Os received from the District Collectors for financial assistance to Govt. of India ...	3 days
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Complaints on Non observance of Rule of Reservation in Services	3 days
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Complaints against the departmental staff	2 days
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Other than routine matters:

Complaints about the bonafides of the NGOs	15 days
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Complaints regarding delay in release of pre-metric & Post Metric Scholarships matters relating to caste verification	30 days
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Matters relating to caste verification	30 days
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(ii) Reference / letters from other departments (Inter departmental)

a. Routine matters

Adverse media reports received from CM's Office GAD etc.	5 days
News item received from GA (PA &GB)	5 days
News items received from DIPR	5 days

b. Other than routine matters:

Matters relating to convergence of self employment Schemes For B.Cs., referred by other welfare departments	15 days
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c. Service matters:

References received from Vigilance Commission (with advice)	15 days
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(iii) Intra-departmental matters (within the Department)

a. Routine matters:

File referred to the other sections for indicating the state of the case or for information	3 days
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b. Other than routine matters

c. Service matters	10 days
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CHAPTER- 6
Rules, Regulations, Instructions, Manual and Records, for Discharging
Functions
{Section 4(1)(b)(v) & (vi)}

The rules regulations, instructions, manuals and records held by the department at Secretariat for use by its employees while discharging functions are as hereunder:-

1. The AP State Minorities Finance Corporation Employees Service Rules.
2. The Wakf Act, 1995.(Central Act), Wakf Rules
3. The AP State Minorities Commission Act, 1998 (Act.No.31 of 1998), Regulations 2000. Annual Reports of A.P.Minorities Commission for Minorities.
4. Urdu Academy Rules 1975.
5. ICM Act, 1872.(Central Act)

CHAPTER 7
**Categories of Documents held by the Public Authority under its
control**
{Section 4(1)(b) v (i) }

The following documents are held by the Minorities Welfare Department at Secretariat.

Document held under the control of department.

1. G.Os issued by the department.
2. Instructions and guidelines issued from time to time regarding implementation of various departmental schemes, GIA to Wakf & Non-Wakf institutions, Grant of Minority Status Certificates to educational institutions, etc.
3. Files

CHAPTER 8

Arrangements for Consultation with, or Representation by, the Members of the Public in relation to the Formulation of Policy or Implementation thereof {Section 4(1)(b)viii}

On receipt of representation from Service Associations and other N.G.Os. the request/suggestions are examined thoroughly in consultation with the Advisory Departments and a decision is taken. Minister (Minorities Welfare, SSA, PE&LIB) also takes up periodical review with members of the public regarding implementation and improvements in the various schemes of the Department.

CHAPTER 9
Boards, Councils, Committees and other Bodies constituted as part of Public Authority
(Section 4(1)(b)v(iii)}

The information as regard to Boards, Councils, Committees and other bodies constituted by the department is as here under:

(1) A.P. State Minorities Finance Corporation Limited.

Name of Board, Council, Committee, etc.
Under reconstitution

(2) A.P. State Wakf Board.

Name of Board, Council, Committee, etc.	Composition	Powers & Function	Whether its meeting open to Public/Minutes of its Meetings accessible for Public
Board of Directors	<p>Chairman: Syed Gulam Biyabani Saheb, Hyderabad</p> <p>Board of Members (Elected):-</p> <ul style="list-style-type: none"> 1) Mohd.Ali Khan, 2) Nizamuddin, 3) Shaik Subhani, 4) Mohd.Hussain 5) Akbar Nizamuddin Hussaini S.S 6) Mohd.Abdul Jabbar <p>Board of Members (Nominated)</p> <ul style="list-style-type: none"> 1) Janab Iliyase Sait 2) Janab Zaheer Ali Sufi 3) Janab Altaf Hyder Razvi,MLC, 4) Janab Faiq Ahmed, <p>Officials:</p> <ul style="list-style-type: none"> Special officer Chief Executive Officer 	Formulation of Schemes, Sanction of funds, Protection and maintenance of Wakf properties	No

(3) Urdu Academy, Andhra Pradesh, Hyderabad.

Name of Board, Council, Committee, etc.	Composition	Powers & Function	Whether its meeting open to Public/Minutes of its Meetings accessible for Public
Board of Directors	<p>Non- Officials:</p> <p>Chairman: under reconstitution</p> <p>Board of Directors:</p> <p>Under reconstitution</p> <p>Officials:</p> <ul style="list-style-type: none"> 1. Director 	Formulation of Schemes, Sanction of funds, monitoring & evaluation	No

(4) A.P.STATE MINORITIES COMMISSION

Name of Board, Council, Committee, etc.	Composition	Powers & Function	Whether its meeting open to Public/Minutes of its Meetings accessible for Public
Board of Directors	Under reconstitution	Recommending authority and can summon the accused and submit before court of law, and fight against the communal discrimination against the citizens of India.	Yes

A.P.HAJ COMMITTEE

Sl.No.	Name	Details
1	M.A.Khan, Member of Parliament(Rajya Sabha), Hyderabad	Member
2)	Shaik Mastan Vali, M.L.A., Guntur East	Member
3)	Hafez Peer Shabbir Ahmed, M.L.C., Hyderabad	Member
4)	Rahamathullah Khan, Corporator, Y.S.R.Municipal COrportion	Member
5)	Smt.Mallika Begum, Corpoator & Former Mayor,Vijayawada	Member
6)	Shaik Shareef, Corporator,GHMC , Hyderabad	Member
7)	Moulana Mufti Sadiq Mohiuddin,Former Member	Member
8)	Raza Hussain Azad, Hyderabad	Member
9)	Syed Khaleeluddin Ahmed, Mahabubnagar, Dist	Member
10)	Zafer javeed, Vice –Chairman, Sultan-Ul_loom Educaitonal Society, Hyderabad	Member
11)	Mohammed Habeeb Ahmed, Nizamabad Dist	Member
12)	Mohd.Baig, Hyderabad	Member
13)	Mohd.Hussain, langer House , Hyderabad	Member
14)	Allhaj Mohd.Pasha, Kurnool Dist	Member
15)	Chairperson of the A.P.State Wakf Board	Member
16)	Executive Officer of the A.P.State Haj Committee	Ex-Officio Member & Convener

CHAPTER 10
Directory of Officers and Employees
{Section 4 (1)(b)(ix)}

Following is the information of the officers and employees working in the department at Secretariat at different levels and their contact address is furnished as here under:-

S.No.	Name, Designation & Address of Officer / Employee	Telephone & Fax Office Tel: Residence Tel:	E-mail
1.	Sri.Lingaraj Panigrahi, IAS., Prl. Secretary to Govt.(FAC)	040-23543144 (Res.) 040-23452025 (Fax) 040-23453638 (Off.)	
2.	M.Shiva Shankar Dy. Secretary to GOvt., (I/C)	040-23452983(O)— 9848780388(Cell)	
3.	M.Shiva Shankar Asst. Secretary to Govt.	040-23452983 2401(Extn)	
4.	Mohd.Amjad Ali Asst.Secretary to Govt.,	040-23450111(O) 9848780393(Cell)	
5.	S.Jagan Mohan Reddy Section Officer	040-23450111 2835(Extn)	
6.	Sri.K.Tejoo Kumar Section officer	040-23450111 2804(Extn)	
7.	Sri Muralidhar Rao Section Officer	040-23450111 2804(Extn)	
8.	Sri K.Swarna Rekha Section Officer	040-23450111 2804(Extn)	
9.	Sri Anjaneyulu, Section Officer	040-23450111 2838	
10.	Smt.Amrutha Valli Rameshchander Sahu, Section Officer	040-23450111 2838	
11.	Sri.M.A.Rashid Section Officer	040-23450111 2838	

CHAPTER 11
Monthly Remuneration received by Officers and Employees, including the System of Compensation as provided in Regulations
{Section 4(1)(b)(x)}

Information on remuneration and compensation structure for officers and employees in the following format:

Sl.No.	Name & Designation of the Employee	remuneration
1)	Sri.Lingaraj Panigrahi,IAS, Prl.Secretary to Govt.,	1,30,350.
2)	M.Shiva Shankar,Asst. Secretary to Govt.,	47,841.00
3)	Syed Amjad Ali, Asst.Secretary to Govt	47,841.00
4)	A.Amrutha Valli, Section Officer	49,445.00
5)	J.Swarna Rekha , Section Officer	
6)	M.A.Rasheed, Section Officer	31,427.00
7)	P. Murali Mohan Rao, Section Officer	23,694.00
8)	S. Jagan Mohan Reddy, Section Officer	24,893.00
9)	K.Anjaneyulu, Section Officer	38,324.00
10)	V.Venkata Subramani,P.S to Prl.Secretary to Govt	53,538.00
11)	B.Appa Rao, Asst. Section Officer	19,183.00
12)	G.Venkateswarlu, Asst.Section Officer	24,630.00
13)	K.Srinivasulu, Asst.Section Officer	24,012.00
14)	S.Laxminarayana, Asst. Section Officer	23,313.00
15)	P.Naga Venkata Iaxmi, Asst. Section Officer	19,83.00
16)	S.M.Srihari, Asst. Section Officer	34,299.00
17)	P. Sunil Kumar, Asst. Section Officer	19,183.00
18)	P.V.M.Shastri, DR&T Assistant	22,699.00
19)	M.Yadaiah, Driver.	24,980.00
20)	G.Narayana, Driver	20,059.00
21)	Faheemuddin farooqi, Record Assistant	21,471.00
22)	N.Srinivas, Roneo Operator	24,112.00
23)	G.Mala kondaiah, Office Subordinate.	19,213.00
24)	P.Dhan Raj, Officer Subordinate	18,806.00
25)	S.Jagan, Office Subordinate	24,630.00
26)	Faheemunnisa Begum, Office Subordinate	18,658.00
27)	Sundar Singh, office Subordinate	21,050.00
28)	S.Venkaiah, office Subordinate	21,486.00
29)	M.Yadaiah, Office Subordinate	18,806.00
30)	M.Manemma, Sweeper	22,085.00
31)	N.Jangamm, Scavenger	20,900.00

CHAPTER 12
Budget Allocated to Each Agency including Plans etc.
{Section 4(1)(b)xi}

**BUDGET ESTIMATES OF MINORITIES WELFARE DEPARTMENT FOR
THE YEAR 2010-11 UNDER PLAN SCHEMES** (Rs. in Lakhs)

Sl. No.	Head of the Department / Name of the Scheme	2009-10	2010-11
1	2	3	4
A.P.S.M.F.C.			
1	Scholarships to Pre and Post Matric Minorities Students	4574.00	5000.00
2	Maintenance of Pre-Matric and Post-Matric Hostels for Minorities On par with B.C. Students in the State and residential schools	1000.00	400.00
3	Subsidy for Bank linked income generated Schemes	400.00	525.00
4	Managerial Subsidy	80.00	200.00
5	Reimbursement of Tuition Fee	5875.00	6410.00
6	Centrally Sponsored Scheme of Pre-Matric Scholarships for Students belonging to Minority communities (25:75) ratio between State and Central).	491.00	540.00
7	Centrally Sponsored Scheme (Merit-cum-means, Pre & Post - Matric Scholarships for Students belonging to Minority communities).	4500.00	4500.00
8	Training, Employment and Placement	0.00	30.00
	Sub-Total	16920.00	17605.00
A.P.C.F.C.			
1	Scholarships to Pre and Post Matric Christian Students	1126.00	1200.00
2	Reimbursement of Tuition Fee	1100.00	1200.00
3	Subsidy for Bank Linked Income Generated Schemes	100.00	180.00
4	Assistance to Christian Pilgrimage	200.00	0.00
5	Conduct of Mass Marriages (Christians)	20.00	25.00
6	Repairs to Churches	15.00	0.00
7	Managerial Subsidy	28.00	28.00
8	Training, Employment and Placement	0.00	15.00
	Sub-Total	2589.00	2648.00
A.P.STATE WAKF BOARD			
1	Grant-in-aid to A.P. State Wakf Board	30.00	0.00
2	Assistance to Muslim Divorced Women (under the provisions of Muslim Women Divorced & Protection Act)	10.00	40.00
3	Repairs to Masjids	85.00	0.00
4	Conduct of Mass Marriages for Minorities	105.00	100.00
5	Maintenance of Haj House	0.00	10.00
	Sub-Total	230.00	150.00
URDU ACADEMY A.P.			
1	Preserving/ promotion of Urdu Language	70.00	25.00
2	Pre & Post Matric Scholarships for Urdu Medium Students	1800.00	1800.00
3	Fees Reimbursement	300.00	390.00

4	Generating Awareness about Plan Schemes of Minorities Welfare Department and Other institutions among minorities.	10.00	5.00
5	Vocational Training in Urdu Computer Education by Urdu Academy accommodation.	120.00	325.00
6	Construction of Urdu Ghar-Cum-Shadikhanas	75.00	0.00
7	A.P. Open Urdu Schools	5.00	0.00
8	Providing Infrastructure Facilities to Urdu Schools	5.00	0.00
9	Computers for Urdu Madrasas	40.00	0.00
10	Financial Assistance to Urdu Medium Schools	10.00	0.00
11	Printing of Urdu Medium Text Books	20.00	0.00
	Sub-Total	2300.00	2545.00
	C.E.D.M.		
1	Improving participation and performance of Minorities in Competitive Examinations	30.00	20.00
2	Improving Class room performance of School Children belonging to Minorities	12.00	20.00
3	Chamak Scheme	5.00	10.00
	Sub-Total	47.00	50.00
	DAIRATUL MAARIF OSMANIA,		
1	Acquiring, printing, preserving rare oriental classic manuscripts	10.00	20.00
2	Financial Assistance to Dairatul Maarif towards Estt. Charges	35.00	30.00
	Sub-Total	45.00	50.00
	A.P.STATE HAJ COMMITTEE		
1	Financial Assistance to A.P. Haj Committee	20.00	50.00
2	Khadimul – Hujjaj	5.00	20.00
	Sub-Total	25.00	70.00
	A.P.STATE MINORITIES COMMISSION		
1	Enriching the Research Cell and Library in APSMC.	0.00	2.00
2	Concurrent Monitoring and Evaluation of the implementation of Plan Schemes of M.W.Dept.	0.00	3.00
	Sub-Total	0.00	5.00
	SURVEY COMMISSIONER OF WAKFS		
1	Second Survey of Wakf Institutions	10.00	25.00
	A.P.STATE WAKF TRIBUNAL		
1	Assistance to A.P.State Wakf Tribunal	0.00	10.00
	OTHERS		
1	Wages of Employees of Macca Masjid and Royal Mosque & Secretariat Office Expenses	3.00	5.00
2	Maintenance of Macca Masjid and Royal Mosque	20.00	30.00
	Sub Total	25.00	35.00
	GRAND TOTAL	22200.00	23193.00

CHAPTER 14

4.(1)(b)(xiii)

– Particulars recipients of concessions, permits or authorizations granted by it.:

- No such schemes –

CHAPTER 15
Information Available in Electronic Form
{Section4(1)(b)x(iv)}

The information relating to the department on various important matters issued by way of G.Os., Memorandums., etc., are made available in the internet and the same can be accessed at the following website.

<http://aponline.gov.in>.

CHAPTER 16

Particulars of Facilities available to Citizens for Obtaining Information

{Section 4(1)(b)xv}

The policy matters on various schemes being adopted by the department and other matters having public importance are made available to the citizens by way of news paper reports, Publication in Gazettes and announcements made by the Minister incharge of the department on different occasions apart from providing information in the form of G.Os, Memos, Instructions etc., at website <http://aponline.gov.in>. Citizens can also apply to the respective office and obtain relevant information.

Chapter 17
Names, Designations and other Particulars of Public Information officers
{Section 4 (1)(b)xvi}

1. Deputy/Joint/Additional Secretary to Government, Minorities Welfare Department incharge of O.P	Appellate Authority
Sri.M.Shiva Shankar Dy. Secretary to GOvt (I/C) Phone No. 23450990 Extn. 2367	
2. Assistant Secretary to Govt. Minorities Welfare Department	State Public Information Officer
Sri M.Shiva Shankar Asst. Secretary to Government Tel. Phone No. 23452983 Extn. 2695	
Sri.Syed Amjad Ali, Asst. Secretary to Govt., All section Officers of M.W.Deptt.,	State Public Information Officer Asst. State Public Information Officer
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